To: Vega, Marelyn[Vega.Marelyn@epa.gov]
From: DeMeo, Sharon M.
Sent: Thur 4/17/2014 4:41:35 PM
Subject: RE: Merrimack Station

Hi, If I understand your question correctly, the answer is "no – the Admin Record will contain the title, description, etc. of the document but it won't have a link to it."

_____

From: Vega, Marelyn
Sent: Thursday, April 17, 2014 12:13 PM
To: DeMeo, Sharon M.
Subject: RE: Merrimack Station

Sharon,

Will that be replaced with another document title or another document? Let me know. Thanks.

From: DeMeo, Sharon M.
Sent: Thursday, April 17, 2014 11:46 AM
To: Vega, Marelyn
Subject: RE: Merrimack Station

Hi, I don't have the documents open but that does happen to me sometimes too. I usually try again right after and it works. AR1117 is CBI so we aren't releasing it. The AR should still list it though.

_____

Sharon DeMeo

US EPA – Region 1

Phone: 617-918-1995

Fax: 617-918-0995

From: Vega, Marelyn
Sent: Thursday, April 17, 2014 11:33 AM
To: DeMeo, Sharon M.
Cc: Ng, Jun
Subject: RE: Merrimack Station

Do you guys have files AR 1130 thru 1137 open? It will not let me add metadata, it states another user has file open.

Sharon – AR1117 is missing.

From: DeMeo, Sharon M.
Sent: Wednesday, April 16, 2014 1:41 PM
To: Vega, Marelyn; Ng, Jun
Cc: Houlihan, Damien; Mojica, Sandy
Subject: Merrimack Station

Hi Marelyn,

Please add metadata to AR1114 through AR1133, which are in the ON ADMIN RECORD folder of the Merrimack Station Q:Groups and let Jun know when you are done. Thanks.

Jun,

Please <u>add</u> "Rich Marks" to the "Author" field for record # AR1083. Thanks.

_____

Sharon DeMeo

US EPA – Region 1

Phone: 617-918-1995

Fax: 617-918-0995